**Mr/Miss. Student**

**Email:** student@xmail.com

**Mobile:** XXX XXXX XXXX

Mr KV Prajapati

AVD Infotech, Mehsana

Phone: +91 9825585300

Email: avdinfotech@gmail.com

01 July 2010

**RE: Application for Complimentary Industrial Project Training**

Dear Mr. KV Prajapati,

As a young, motivated individual, I am extremely interested in submitting an application for the Complimentary Industrial Project Training.

Currently I study [course] at [college-name] College in [place]. I would like to take a bachelor/master's degree in [year]. I am not fear of communication in English. Except my language skills I can offer to your company lots of knowledge which I got from my three years studying at the.

I have notion in the area of operating systems, software development, database management, and graphics design. Some of these educations I could try in college when I was at my compulsory practises. I would like to try the next of my educations just in your company.

I am not scared about any work, which will improve me. I would like to get new ideas; I have no problems with working in team. I can work in team or alone, I am flexible and reliable. Trainee-ship in your company could be for me a big chance. It would help me to improve my knowledge and abilities.

More information you can find in my CV thereinafter attached. In case of your interest, do not hesitate to contact me.

Thanking you in advance for your time,

[Student name]